

A User's Guide for

The State of Colorado

Official State of Colorado - Truck Rental Program

For questions on how to set up a new account or for more information please contact:

Nancy Mayberry at 866-628-5774 or budgettruckcam@avisbudget.com



Renting a Vehicle for Business Use

MAKING A RESERVATION:

It's easy to rent from Budget Truck Rental, just follow these 4 easy steps.

- Contact our toll free National Reservation Center at
 1-888-NEEDTRK (1-888-633-3875) option 1, option 1
- 2. You will be asked to provide your Budget Truck Rental Account Number #56000133710
- 3. Tell us the size, when, where and how long you will need truck.
- 4. Provide us with your State Travel Card (currently U.S. Bank VISA) along with your State Agency Name and contact information.

RENTER:

• Drivers must be 21 years of age or older and possess a valid driver's license

PAYMENT OPTIONS:

- The State of Colorado mandates that all renters use the State Travel Card [U.S. Bank VISA individual State Travel card or Central Travel Card (Event).]
- If you or your department does not have a State Travel Card you will need to contact Lenora Kingston with the State Travel Management Program (STMP) or go to www.colordo.gov/travel and click on forms.
- Budget Truck Rental will allow rentals to be placed on a State Travel Card without having the card present at the time of rental. Your Department will be required to fill out the CTC Form and fax back to Lenora Kingston at (303) 866-5302. Please refer to the CTC Guidance (*Third-Party Billing*) on the State Travel Management Program (STMP) website: www.colorado.gov/travel



PROTECTION PRODUCTS:

Budget Truck Rental is including the below listed protection within the price of the rental provided the renter follows the Budget Truck Rental reservation process and presents their State of Colorado Account Number when calling the BTR Reservation Center at 1-888-633-3875 and utilized for business purposes only.

- Basic Liability (100/300/25)
- \$0 Responsibility Physical Damage

TAX EXEMPTION:

 The State of Colorado is tax exempt when using their Central Travel Card & State of Colorado Account Number.

BUSINESS RENTAL RATES:

VEHICLE SIZE	DAILY	WEEKLY	MILEAGE
Cargo Van	\$ 51.87	\$ 259.09	\$ -
10' Box Truck	\$ 51.87	\$ 259.09	\$ -
16' Ramp	\$ 58.87	\$ 294.09	\$ -
16' Lift Gate	\$ 62.87	\$ 314.09	\$ -
24' Ramp	\$ 74.87	\$ 374.09	\$ -
24' Lift Gate	\$ 78.87	\$ 394.09	\$ -

Note: An Energy Recovery Fee will be applied to each daily rental as noted below ERF FEE \$ 0.13 \$ 0.91 \$ -

^{*}additional fees may apply, please refer to the State Travel Management Program (STMP) website at www.colorado.gov/travel.